AGIC 2015 Conference Committee Meeting Notes
Wednesday, October 21, 2015
10:00 am

In Attendance:
Curtis Pulford
Don Thorstenson (phone)
Jami Dennis (phone)
Jennifer Psillas (phone)
Jenna Straface
Kelly Hetzler (phone)
Kevin Blake
Seth Franzman (phone)
Shea Lemar (phone)
Steve Whitney
Teresa Gregory (phone)
Tim Colman

General Coordination:
- Restructuring the committee membership to achieve consistent quorums at our meetings –
    - Split the committee membership between voting members and non-voting friends of the committee.
    - Quorum = 50% of the voting members plus 1.
    - Voting members would need to commit to attending all meetings, with the understanding that they may miss some.
        - Voting members will be surveyed for their attendance status prior to each meeting.
    - Would "friends" of the committee still qualify for certifications?
        - What about on-site conference helpers?
- Email communications sent to the committee members shall utilize blind carbon copy (BCC) to ensure that responses go to the sender only.
- The Committee will continue to meet on the 3rd Wednesday of each month.
    - We will utilize GoTo Meeting for off-site meeting.
- 2016 conference dates = Sept. 21-13.
- Should we increase fees for 2016?
    - To cover a Wednesday evening light hor d'oeuvres/appetizer vendor social.
    - Since we are partnering with GeCo West.
    - Maybe a nominal increase of $5 to $10.
    - A cost estimate will be done for adding the Wednesday night social.
- Utah has $20,500 to pass along from the UGIC/GeCo West conference that they hosted, and the consensus was to let them pass it directly to NM unless we could use some of that money for scholarships.

- o   More research is needed on this.
- Conference dates for 2017 have been proposed as Sept. 20-22.

Action Items:
Steve – Estimate the cost of a Wednesday night social.

Steve – Research more with GeCo West regarding use of funds.

Website:
- Changes to the registration process through the website are being considered.

Action Items:
None

Agenda & Speaker Coordination:
- Focus the presentation tracks more narrowly to keep people in the room for all the presentations within a session.
- Emphasize to the attendees that they should stay in the track and that we don't expect them to bounce between individual presentations.
- One way to achieve the above is to format the presentation listings as one track as opposed to 3 separate presentations and remove the specific presentation times.
- Increase the number of general topic lightning rounds.
- Think about putting in some non-technical content, e.g. admin/managerial stuff like procurement of enterprise systems, County GIS Manager coordination, GIS project management, etc.

Action Items:
None

Materials & Mailouts:
- No discussion

Action Items:
None

Hotel & Exhibit:
- Consider providing microphones in each presentation room, or at least the larger ones, and also for attendee questions.
- Consider having a dedicated A/V tech for each presentation room, or at least have the A/V tech check on each room before each session.

- 2016 hotel guest room rates will be $83 + tax for a total of

Action Items:
None

Exhibitor Participation:
- No discussion

Action Items:
None

Registration:
- No discussion

Action Items:
None

Maps & Apps Challenge:
- No discussion

Action Items:
None

Social Events:
- Consider hosting a Wednesday evening exhibitor/Maps & Apps social.
  - Maps & Apps authors could be present to answer questions and/or demonstrate their work.
- Consider adding a Friday afternoon hike as an alternative to kayaking.

Action Items:
None

Attendee Packet:
- Develop orientation materials for use of the Guidebook app, e.g. FAQ and/or video snippets.

Action Items:
None

General:

- Consider the use of the Outreach Committee for promotional items.

Action Items:
None